



Sino Vision Worldwide Holdings Limited 新維國際控股有限公司

(Incorporated in the Cayman Islands and continued in Bermuda with limited liability)
(於開曼群島註冊成立及於百慕達存續之有限公司)

Stock Code 股份代號: 8086

**ENVIRONMENTAL, SOCIAL
AND GOVERNANCE REPORT**
環境、社會及管治報告

2018



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SCOPE AND REPORTING PERIOD

This is the second Environmental, Social and Governance (“ESG”) report by the Group, highlighting its ESG performance, with disclosure made in accordance with the ESG Reporting Guide as set out in Appendix 20 to the Rules Governing the Listing of Securities on the GEM of the Stock Exchange of Hong Kong Limited (the “GEM Listing Rules”).

The Group was engaged in the business of e-commerce and provision of online sales platform on DX.com, money lending, and provision of property management and property agency services. Starting from August 2017, the Group was also engaged in the business of intellectual property (“IP”) rights licensing and international IP development, media integrated marketing, and distribution agency of sports goods. The businesses of e-commerce and IP licensing and development has been the Group’s major business operations and contributed to more than 90% of the Group’s revenue, thus their business operations are included in the reporting scope.

This ESG report covers the Group’s overall environmental and social performances of the business operations in the two offices in Wong Chuk Hang and Kwun Tong of Hong Kong, and the two offices in Shenzhen and Shanghai of the PRC, for the Reporting Period which commenced on 1 July 2017 and ended on 30 June 2018 (the “Reporting Period”), unless otherwise stated.

範圍及報告期間

此乃本集團的第二份環境、社會及管治（「環境、社會及管治」）報告，主要闡述其於環境、社會及管治方面的表現，並根據香港聯合交易所有限公司 GEM 證券上市規則（「GEM 上市規則」）附錄 20 所載的環境、社會及管治報告指引作出披露。

本集團從事電子商務及於 DX.com 提供網上銷售平台、借貸及提供物業管理及物業代理服務業務。自二零一七年八月起，本集團亦從事知識產權（「知識產權」）授權及國際知識產權開發、媒體綜合營銷及分銷代理運動用品業務。電子商務及知識產權授權及開發業務已成為本集團的主要業務營運，貢獻本集團收入 90% 以上，因此其業務營運列入報告範圍。

除另有說明外，本環境、社會及管治報告涵蓋本集團在香港黃竹坑及觀塘的兩個辦公室及在中國深圳及上海的兩個辦公室的業務營運自二零一七年七月一日起至二零一八年六月三十日止報告期間（「報告期間」）的整體環境及社會表現。

STAKEHOLDER ENGAGEMENT AND MATERIALITY

The Group believes that transparent and regular communication with stakeholders can help to drive its growth and improvement. Some of the Group's material subsidiaries have developed communication channels with their respective key stakeholder groups, which are reviewed on a regular basis to ensure that the stakeholders' views are collected effectively. The common communication channels for each of the stakeholder groups are presented below:

持份者參與及重要性

本集團相信與持份者進行定期而透明的溝通有助推動其發展及改進。本集團若干主要附屬公司已與彼等各自的主要持份者組別建立溝通渠道，並定期進行檢討以確保有效收集持份者的意見。各持份者組別的常見溝通渠道呈列如下：

Stakeholder Group Engaged 所參與持份者組別		Engagement Channels 參與渠道
Internal stakeholders 內部持份者	Management 管理層	<ul style="list-style-type: none"> - Regular meetings - 定期會議
	General staff 一般員工	<ul style="list-style-type: none"> - Regular meetings - Orientation activities - Notice boards - Annual appraisal meetings - Employee engagement activities - 定期會議 - 迎新活動 - 告示板 - 年度評估會議 - 僱員參與活動
External stakeholders 外部持份者	Community 社區	<ul style="list-style-type: none"> - Media conferences - 媒體會議
	Customers 客戶	<ul style="list-style-type: none"> - Website and social media - Day-to-day communication with frontline staff - Customer feedback mechanism - Hotlines - 網站及社交媒體 - 與前線員工的日常溝通 - 客戶反饋機制 - 熱線電話
	Investors and shareholders 投資者及股東	<ul style="list-style-type: none"> - Investor meetings - General meetings - Annual and interim report - Press releases and announcements - 投資者會議 - 股東大會 - 年度及中期報告 - 新聞稿及公告
	Suppliers and business partners 供應商及業務合作夥伴	<ul style="list-style-type: none"> - On-site evaluation visits and meetings - Owners committee meetings - Regular meetings - 實地評估訪問及會議 - 業主委員會會議 - 定期會議

Through the above engagement channels, feedback and views from stakeholders have been collected so as to identify ESG aspects that are material to the Group's operation. During the Reporting Period, external stakeholders (including clients, suppliers and business partners) had participated in the Group's materiality assessment which were conducted for the purpose of this ESG report. The following top five material aspects had been identified in the assessment:

- Supply chain management;
- IP;
- Anti-corruption;
- Customer privacy; and
- Labour standards.

The Group has standard policies and procedures on managing the above aspects, which are described in separate sections below. It will continue to communicate closely with stakeholders to understand their expectations and address their interests and concerns particularly on the ESG aspects.

STAKEHOLDERS' FEEDBACK

The Group welcomes stakeholders' feedback on its ESG approach and performance. Please give your suggestions or share your views with the Group through any channel below:

Email: ir@sinovisionworldwide.com

Website: www.sinovisionworldwide.com

Address: Unit 2, 28/F, Vertical Square, 28 Heung Yip Road, Wong Chuk Hang, Hong Kong

Phone: (852) 2197 8700

透過上述參與渠道，本集團已自持份者收集反饋及意見以確定對本集團營運屬重大的環境、社會及管治方面。於報告期間內，外部持份者（包括客戶、供應商及業務合作夥伴）已參與本集團就本環境、社會及管治報告而進行的重要性評估。本集團已於該評估中確定下列五大重要方面：

- 供應鏈管理；
- 知識產權；
- 反貪污；
- 客戶隱私；及
- 勞工準則。

本集團管理上述方面的標準政策及程序於下文單獨章節中概述。本集團將繼續與持份者密切溝通，以了解其期望並處理其權益及尤其有關環境、社會及管治方面的關注事項。

持份者反饋

本集團歡迎持份者就其環境、社會及管治方針及表現提供反饋。閣下可透過以下任何渠道向本集團提出建議或分享意見：

電郵：ir@sinovisionworldwide.com

網站：www.sinovisionworldwide.com

地址：香港黃竹坑香葉道28號嘉尚匯28樓2室

電話：(852) 2197 8700

ENVIRONMENTAL

The Group's business operations were office-based, in which significant emissions were mainly related to electricity consumption. Other emission sources included petrol consumption for Group-owned vehicles, freshwater processing, sewage treatment, paper disposed at landfill and business air travel. Hazardous wastes generated from its offices were mainly cleaning detergents, electrical and electronic wastes while non-hazardous wastes generated were mainly paper. During the Reporting Period, the Group did not note any cases of material non-compliance in relation to air and greenhouse gas emissions, discharge into water and land, and the generation of hazardous and non-hazardous waste.

Greenhouse Gas Emission

Scope of Greenhouse Gas Emissions

Emission Sources

溫室氣體排放範疇

排放源頭

Scope 1

範疇1

Direct Emissions
直接排放

Petrol consumption of Group-owned vehicles
本集團自有車輛的汽油消耗

1.78

1%

Scope 2

範疇2

Energy Indirect Emissions
能源間接排放

Purchased electricity
購買電力

116.89

83%

Scope 3

範疇3

Other Indirect Emissions
其他間接排放

Freshwater and sewage processing
淡水及污水處理
Paper waste disposal
廢紙處置
Business air travel
商務航空旅行

1.24

16%

0.05

20.65

Total

總計

140.61

100%

Notes:

- Reference was made to Appendix 20 to the GEM Listing Rules and the relevant guidance of the Stock Exchange of Hong Kong Limited for the emission factors, unless stated otherwise.
- tCO₂e represents tonnes of carbon dioxide equivalent.
- Combined margin emission factor of 0.63 tCO₂/MWh and 0.70 tCO₂/MWh were used for purchased electricity in Guangdong Province and Shanghai of the PRC respectively.

環境

本集團的業務營運乃在辦公室進行，其中重大排放主要與用電有關。其他排放源頭包括本集團自有車輛的汽油消耗、淡水處理、污水處理、垃圾堆填區處置的廢紙及商務航空旅行。其辦公室產生的有害廢棄物主要為清潔劑、電氣及電子廢棄物，而產生的無害廢棄物主要為紙張。於報告期間內，本集團並無發現任何有關大氣及溫室氣體排放、向水及土地排污以及產生有害及無害廢棄物的重大違規情況。

溫室氣體排放

Emission (in tCO ₂ e) 排放量 (噸二氧化碳當量)	Total Emission (in %) 總排放量 (%)
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附註：

- 除另有說明外，排放系數乃參考香港聯合交易所有限公司GEM上市規則附錄20及有關指引。
- 噸二氧化碳當量指噸二氧化碳當量。
- 於中國廣東省及上海購買電力採用的合併邊際排放系數分別為0.63噸二氧化碳/兆瓦時及0.70噸二氧化碳/兆瓦時。

There were 140.61 tonnes of carbon dioxide equivalent (“tCO₂e”) greenhouse gases (mainly carbon dioxide, methane and nitrous oxide) emitted from the Group’s operation during the Reporting Period. The annual emission intensities were calculated per total office area (0.04 tCO₂e/m²) and per total number of staff (0.87 tCO₂e/staff).

於報告期間內，本集團營運排放140.61噸二氧化碳當量（「噸二氧化碳當量」）溫室氣體（主要為二氧化碳、甲烷及氧化亞氮）。年度排放密度乃按辦公室總面積（0.04噸二氧化碳當量／平方米）及員工總數（0.87噸二氧化碳當量／員工）計算。

Emission Sources and Use of Resources

Direct Emission

During the Reporting Period, employees of the Group travelled by Group-owned vehicles for meetings and collaborations. The consumption of petrol by vehicles contributed to an emission of less than 0.01 kg of sulphur oxides, 0.47 kg of nitrogen oxides and 0.03 kg of particulate matter.

排放源頭及資源利用

直接排放

於報告期間內，本集團僱員乘坐本集團自有車輛參加會議及合作。車輛消耗的汽油導致排放少於0.01千克硫氧化物、0.47千克氮氧化物及0.03千克顆粒物。

Energy and Water Consumption

During the Reporting Period, the Group consumed 660 L of petrol for Group-owned vehicles, 182.21 MWh of electricity and 2,089.16 m³ of water for daily operations. The Group keeps track of resources used to explore opportunities in conserving natural resources.

能源消耗及用水

於報告期間內，本集團自有車輛消耗660升汽油，日常營運消耗182.21兆瓦時電力及2,089.16立方米水。本集團持續記錄資源用量，以發掘機會保護自然資源。

Resources 資源	Consumption (in MWh) 消耗量 (兆瓦時)	Intensity (per m ²) 密度 (每平方米)	Intensity (per staff) 密度 (每名員工)
Petrol 汽油	5.85 MWh 5.85兆瓦時	1.77 kWh/m ² 1.77千瓦時／平方米	36.33 kWh/staff 36.33千瓦時／員工
Electricity 電力	182.21 MWh 182.21兆瓦時	55.10 kWh/m ² 55.10千瓦時／平方米	1,131.74 kWh/staff 1,131.74千瓦時／員工
Water 水	NA 不適用	0.63 m ³ /m ² 0.63立方米／平方米	12.98 m ³ /staff 12.98立方米／員工

Monitored by the administration department, the Group maintains best environmental practices to use energy efficiently and hence mitigate GHG emission. These measures include:

在行政部門的監督下，本集團保持最佳環境常規以有效利用能源，從而減少溫室氣體排放。該等措施包括：

- | | |
|--|--|
| a) keeping light fixtures and lamps clean to maximize efficiency, and turning off all lights and electronic appliances when not in use; | a) 保持燈飾及燈具清潔，以最大限度地提高效率，並在不使用時關閉所有燈具及電器； |
| b) setting the computers to automatic standby or sleeping mode when idling; | b) 將電腦設置為空閒時自動待機或睡眠模式； |
| c) turning off power of electronic appliances, lights and air conditioners before holidays; and | c) 假期前關閉電器、燈具及空調的電源；及 |
| d) reviewing the Group’s internal policies and practices regularly so as to seek opportunities for integrating environmental considerations into working procedures. | d) 定期檢討本集團的內部政策及常規，以尋求機會將環境考慮因素納入工作程序。 |

Water is not used in the provision of services with respect to both e-commerce and IP licensing and development, but a little amount is unavoidably consumed for daily activities of staff. Only water consumption of the Group's Shenzhen office was included in total water consumption of the Group as consumption of other offices were managed by the office's building management office, thus water usage data are not available. The Group has implemented a number of measures to conserve water resources, such as using dual-flush toilets, installing infrared sensors for faucets and using urinal equipment with water-efficient label. Water-saving reminder labels are also posted in toilets to raise employees' awareness of water saving. No issue in sourcing water for the Group's operation had been noted in the Reporting Period.

Paper Consumption

A total of 10 kg of paper have been used and disposed of for daily office operations during the Reporting Period. The Group strives to minimize paper waste by reusing paper. During the Reporting Period, 46 kg of paper had been reused. Employees are constantly reminded to reuse single-side used paper and adopt two-sided printing.

Business Air Travels

During the Reporting Period, employees travelled by air for business meetings, resulting in 20.65 tCO₂e emission.

Wastes

Hazardous Waste

During the Reporting Period, a total of 24 kg of hazardous wastes were generated by the Group, which included 14 tonnes of cleaning detergents and 10 tonnes of electrical and electronic wastes. The Group is aware of the health and environmental impacts of hazardous wastes and strives to reduce generation of hazardous waste whenever possible.

Non-hazardous Waste

During the Reporting Period, paper was the Group's major source of non-hazardous wastes. A total of 10 kg of waste paper have been generated during the Reporting Period. Employees are reminded to reduce waste generation, reuse and recycle resources whenever possible.

Packaging Materials

A total of 1,116 kg of packaging materials had been consumed in the Reporting Period for packaging of products which included 650 kg of paper tubes, 50 kg of bubble wrap and 416 kg of paper boxes.

提供電子商務及知識產權授權及開發服務並不涉及用水，但員工的日常活動不可避免地少量用水。由於其他辦公室的消耗量由該辦公室的樓宇管理辦公室管理，無法獲得用水數據，故僅本集團深圳辦公室的用水量計入本集團用水總量。本集團已實施若干措施以節約水資源，例如使用雙掣式沖廁馬桶、為水龍頭安裝紅外線傳感器及使用帶有節水標籤的便池設備。本集團亦於廁內貼上節水提醒標籤，以提高員工的節水意識。於報告期間內，本集團並無發現為其營運求取水源的問題。

用紙

於報告期間內，日常辦公業務已使用及處置合共 10 千克紙張。本集團致力於透過重複使用紙張以減少紙張浪費。於報告期間內，已重複使用 46 千克紙張。本集團時常提醒僱員重複使用單面廢紙並採用雙面打印。

商務航空旅行

於報告期間內，僱員乘坐航班參加商務會議，產生了 20.65 噸二氧化碳當量排放。

廢棄物

有害廢棄物

於報告期間內，本集團共產生 24 千克有害廢棄物，其中包括 14 噸清潔劑及 10 噸電氣及電子廢棄物。本集團意識到有害廢棄物對健康及環境的影響，並力求盡可能減少有害廢棄物的產生。

無害廢棄物

於報告期間內，紙張乃本集團無害廢棄物的主要源頭。於報告期間內，共產生 10 千克廢紙。本集團提醒僱員盡可能減少廢物的產生、重複使用及回收利用資源。

包裝物料

於報告期間內，包裝產品共消耗 1,116 千克包裝物料，包括 650 千克紙管、50 千克氣泡膜及 416 千克紙箱。

SOCIAL

Employment and Labour Practices

Employment

The Group had a total number of 231 employees as at 30 June 2018. The composition of the employees by employment type, by gender, by age group and by geographical region are shown as follows.

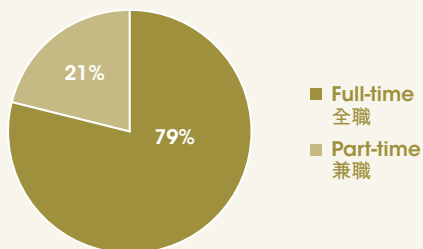
社會

僱傭及勞工常規

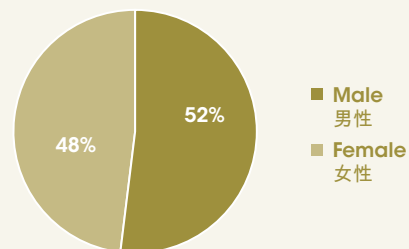
僱傭

於二零一八年六月三十日，本集團共有 231 名僱員。本集團按僱傭類別、性別、年齡段及地域劃分的僱員組成載列如下。

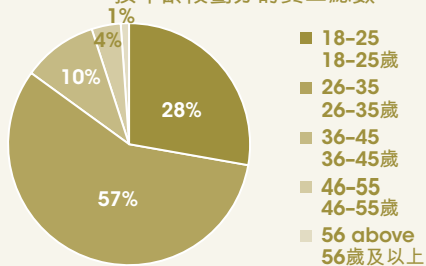
Total Workforce by Employment Type
按僱傭類別劃分的員工總數



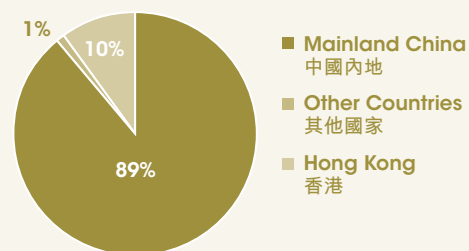
Total Workforce by Gender
按性別劃分的員工總數



Total Workforce by Age Group
按年齡段劃分的員工總數

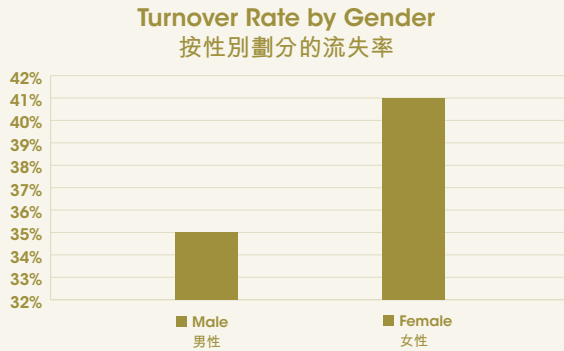


Total Workforce by Geographical Region
按地域劃分的員工總數

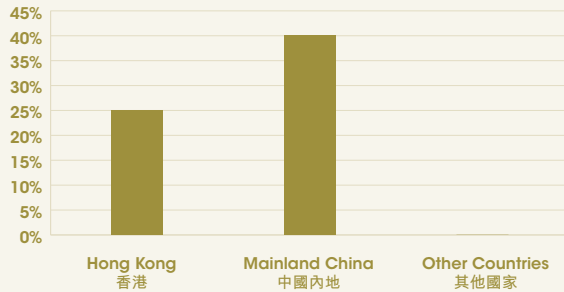


Turnover Rates

A total of 88 employees left the Group during the Reporting Period, contributing to an overall turnover rate of 38%. Turnover rates by gender, age group and geographical region are shown as follows.



Turnover Rate by Geographical Region 按地域劃分的流失率

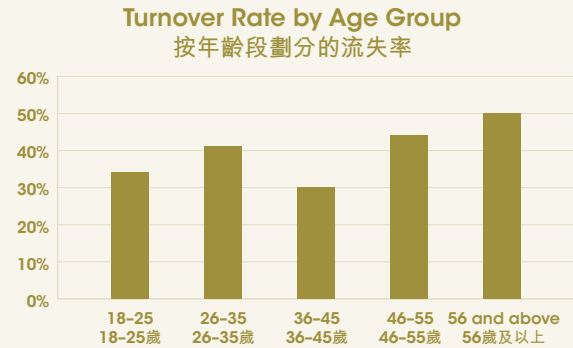


Competitive Compensation and Benefits Package

The Group recruits through public platform, and regularly reviews and updates policies on remuneration and benefits, training, and occupational health and safety, ensuring that all employees with excellent performances are rewarded. Competitive remuneration packages are offered to attract and retain high-calibre talents, which are reviewed annually with consideration of the relevant market trends and advice from the remuneration committee of the Company. The Group offers annual leave, marriage leave, bereavement leave, maternity leave, lactation breaks, social insurance and provident fund, and celebrates the memorable moments with its employees during their birthdays, weddings and different festivals.

流失率

於報告期間內，本集團共有 88 名僱員離職，整體流失率為 38%。本集團按性別、年齡段及地域劃分的流失率載列如下。



具競爭力的薪酬及福利待遇

本集團透過公開平台招聘員工，定期審閱及更新有關薪酬與福利、培訓及職業健康及安全的政策，確保所有表現優秀的僱員獲得回報。我們提供具競爭力的薪酬待遇，每年參考相關市場趨勢及本公司薪酬委員會的意見作出檢討，以吸引及挽留高質素人才。本集團提供年假、婚假、喪假、產假、哺乳休息時間、社會保險及公積金，並與其僱員慶祝生日、結婚及不同節日等難忘時刻。

With the aim to provide a fair work environment promoting a sense of camaraderie, the Group maintains close relationships with its employees. It complies with all applicable employment and labour related laws and regulations of Hong Kong and the PRC during the Reporting Period, including:

- The Employment Ordinance (Chapter 57 of the Laws of Hong Kong);
 - The Minimum Wage Ordinance (Chapter 608 of the Laws of Hong Kong);
 - The Employees' Compensation Ordinance (Chapter 282 of the Laws of Hong Kong);
 - The Labour Law of the PRC;
 - The Labour Contract Law of the PRC; and
 - The Social Insurance Law of the PRC.
- 《僱傭條例》(香港法例第57章);
 - 《最低工資條例》(香港法例第608章);
 - 《僱員補償條例》(香港法例第282章);
 - 《中國勞動法》;
 - 《中國勞動合同法》; 及
 - 《中國社會保險法》。

No material non-compliance with laws and regulations regarding compensation and dismissal, recruitment and promotion, working hours, rest periods and other benefits and welfare was noted during the Reporting Period.

Equal Opportunity and Labour Standard

The Group is committed to creating a work environment which is free from discrimination. Employees are not discriminated against on the basis of their gender, disability, pregnancy, family status, race, colour, religion, age, sexual orientation, national origin, trade union membership or other orientation prohibited by Laws of Hong Kong and the PRC. Employee's identity and related documents are checked by the human resources department before his/her start of work. Any employee providing false information to the Group could be dismissed.

There was no child nor forced labour in the Group's operation during the Reporting Period, and no material non-compliance with laws and regulations regarding equal opportunity, diversity, employment practices and labour standard noted during the Reporting Period.

Employee Communications

To facilitate two-way communication, various communication channels are in place. Apart from emails, phone calls and interviews, company news are announced through websites, information sharing platforms and notice boards. The management of the Group also cares about views and emotions of employees in a proactive manner and conducts employee satisfaction surveys regularly.

為提供團結友愛的公平工作環境，本集團與其僱員維持緊密關係，於報告期間一直遵守香港及中國所有適用僱傭及勞工相關的法例及法規，包括：

於報告期間內，本集團並不知悉任何有關報酬及解僱、招聘及晉升、工作時間、休息時間及其他利益及福利的法律及法規的重大違規情況。

平等機會及勞工準則

本集團致力於營造一個杜絕歧視的工作環境。僱員不因基於性別、殘疾、懷孕、家庭狀況、種族、膚色、宗教信仰、年齡、性取向、國籍、工會會籍或香港法例及中國法律所禁止的其他取向而予以歧視。人力資源部在僱員入職前會檢查其身份及相關文件。任何僱員向本集團提供虛假資料可被解僱。

於報告期間內，本集團的營運中並無僱傭童工或強制勞工，亦不知悉有關平等機會、多元化、僱傭常規及勞工準則的法律及法規的重大違規情況。

僱員交流

為促進雙向交流，本集團設有多項溝通渠道。除電郵、電話及訪問外，本集團透過網站、資訊共享平台及公告欄發佈公司新聞。本集團管理層亦積極關懷僱員的看法與感受，定期進行僱員滿意度調查。

Employee Health and Safety

The Group places value on health and wellbeing of employees. It provides gym facilities and free body check-ups for employees. There was no work-related fatality and injury cases and the Group did not note any material non-compliance with laws and regulations in relation of employee health and safety during the Reporting Period.

Development and Training

The Group emphasizes the importance of employee training and development. It strives to assist employees not only in acquiring professional knowledge to fulfil their duties, but also in developing their lifelong career. Training includes internal, external, induction, on-the-job, capability and corporate culture training. All directors of the Group receive comprehensive, formal and tailored induction training, to ensure that they understand business operations of the Group, directors' responsibilities and obligations under the Listing Rules and other regulatory requirements. They are also trained regularly on the newest relevant statutory requirements and market changes, to ensure their high level of awareness on the industrial trends. Voluntary training sessions are provided to general staff for no less than 2.5 hours per year.

僱員健康及安全

本集團重視僱員的健康及福祉，為僱員提供健身設施及免費身體檢查。於報告期間內，概無因工死亡及受傷個案，而本集團亦不知悉任何有關僱員健康及安全的法律及法規的重大違規情況。

發展及培訓

本集團重視僱員培訓及發展的重要性，不單致力協助僱員汲取專業知識以履行職責，亦助其發展終身事業。培訓包括內部及外部培訓、入職培訓、在職培訓、能力及公司文化培訓。本集團全體董事均接受全面、正式及度身訂造的在職培訓，以確保彼等了解本集團的業務營運、上市規則項下的董事責任及義務以及其他監管要求。彼等亦定期接受最新相關監管要求及市場變動的培訓，確保彼等對業界動向維持高度認知。本集團向一般員工提供每年不少於2.5小時的自願培訓課程。

Training and Development Data in 2017/18

二零一七年／一八年培訓及發展數據

Percentage of Employees trained by Gender

按性別劃分的受訓僱員百分比

- Male	- 男性	53%
- Female	- 女性	49%

Percentage of Employees trained by Employment Category

按僱傭類別劃分的受訓僱員百分比

- Senior Management	- 高級管理層	53%
- Middle Management	- 中級管理層	79%
- Frontline and Other Employees	- 前線及其他僱員	46%

Average Training Hours Completed per Employee by Gender

按性別劃分，每名僱員完成培訓的平均時數

- Male	- 男性	1.47
- Female	- 女性	5.71

Average Training Hours Completed per Employee by Employee Category

按僱員類別劃分，每名僱員完成培訓的平均時數

- Senior Management	- 高級管理層	2.10
- Middle Management	- 中級管理層	2.77
- Frontline and Other Employees	- 前線及其他僱員	3.94

Operating Practices *Supply Chain Management*

To maintain a high standard of services, the Group has a procurement policy which ensures compliance with all applicable laws and regulations. When selecting suppliers, the Group takes into consideration of various factors including:

- (i) Quality of products and services;
- (ii) Costs;
- (iii) Delivery time and stability;
- (iv) Safety management; and
- (v) Relevant qualifications.

Only suppliers passing the Group's supplier audit will be chosen. Existing suppliers are also regularly monitored by the Group. During the Reporting Period, the Group engaged with around 440 major suppliers from Mainland China, Hong Kong and France.

The Group communicates closely with its suppliers through channels such as phone calls, emails and meetings, in order to maintain solid relationships with suppliers and collect feedback and recommendations from suppliers.

Product Responsibility

Product responsibility is one of the Group's priorities. The Group strives to ensure quality of its products and services through stringent internal control. The policy for new products sets out procedures regarding receipt and inspection of samples, return of samples and preparation of product details. Products are inspected by the quality assurance department before placing in stock. During the Reporting Period, the Group did not note any cases of material non-compliance regarding health and safety, advertising and labelling related to products and services provided as required by relevant laws and regulations.

營運常規 *供應鏈管理*

為維持高服務水平，本集團設有採購政策，以確保符合所有適用法律及法規。本集團於篩選供應商時考慮多項因素，包括：

- (i) 產品及服務質素；
- (ii) 成本；
- (iii) 交付時間及穩定性；
- (iv) 安全管理；及
- (v) 相關資歷。

供應商須通過本集團的供應商審核後方可獲選。本集團亦定期監察現有供應商。於報告期間內，本集團與中國內地、香港及法國大約440名主要供應商合作。

本集團透過電話、電郵及會議等渠道與其供應商緊密溝通，與供應商維持穩固關係，並收集其反饋及建議。

產品責任

產品責任乃本集團的重點之一。本集團致力通過嚴格內部監控，確保其產品及服務質素。新產品的政策訂明有關樣品簽收及檢驗、樣品退回及編製產品詳情的程序。產品在納入庫存前由品保部進行檢驗。於報告期間內，本集團並不知悉任何有關所提供產品及服務的相關法律及法規所要求的健康及安全、廣告及標籤的重大違規個案。

Intellectual Property Rights

The Group is the sole owner or lawful licensee of all rights to the website and content in DX.com. The content embodies trade secrets and IP rights protected under worldwide applicable laws and regulations. The Group has its own IP rights protection policy which protects self-owned IP rights and respects IP rights of others. Registered trademarks or service marks of the Group include "DX", "DX.com", "dealextrême" and other related icons and logos. They are registered in various jurisdictions and unauthorized copy, modification, use or publication of these marks is strictly prohibited. No material non-compliance with laws and regulations regarding IP rights including the following laws was noted during the Reporting Period:

- Trade Marks Ordinance (Chapter 599 of the Laws of Hong Kong);
- Patents Ordinance (Chapter 514 of the Laws of Hong Kong);
- Copyright Ordinance (Chapter 528 of the Laws of Hong Kong);
- Trademark Law of the PRC;
- Patent Law of the PRC; and
- Copyright Law of the PRC.

As a deterrent against infringement of IP rights, the Group reviews and removes listings on DX.com that appear to offer counterfeit, non-licensed replicas or unauthorized items. Conditions of use are articulated on DX.com, in which users shall agree not to use DX.com to infringe IP rights of legitimate rights of others by any means.

Anyone with good faith belief that a listing on DX.com infringes his/her copyright, trademark, patent or other IP rights, he/she may complete a form regarding claimed IP rights infringement and email it to dx.abuse@gmail.com. When an IP right infringement claim is filed by the trademark holder against a seller, listing(s) of the seller will be promptly removed. Written notification with appropriate reason(s) will be given to the seller whose product(s) are removed from DX.com. Parties involved will have equal opportunities to respond to such charges. DX.com and its affiliates reserves the right to terminate the account of a user upon single infringement of the rights of others in conjunction with the use of DX.com. Accounts of users who are repeat infringers of the copyrights, or IP rights, or other legitimate rights of others can be terminated.

知識產權

本集團為DX.com之網站及內容的一切權利的唯一擁有人或合法持牌人。其內容包含商業秘密及受全球適用的法律及法規保護的知識產權。本集團的自有知識產權保護政策可保護自有知識產權及尊重他人的知識產權。本集團的註冊商標或服務商標包括「DX」、「DX.com」、「dealextrême」及其他相關圖示及標誌。該等標誌於多個司法權區內註冊，嚴禁未經授權翻印、修改、使用或刊發該等標誌。於報告期間內，概無重大違反知識產權相關法律及法規的事件發生，包括下列所述法例：

- 《商標條例》(香港法例第599章)；
- 《專利條例》(香港法例第514章)；
- 《版權條例》(香港法例第528章)；
- 《中國商標法》；
- 《中國專利法》；及
- 《中國著作權法》。

為防止侵犯知識產權，本集團審查並將DX.com上似乎提供偽造、非許可複製品或未經授權項目的物品下架。DX.com上明確規定了使用條件，用戶應同意不以任何方式使用DX.com侵犯第三方知識產權的合法權利。

任何人如真誠相信DX.com上的物品侵犯其版權、商標、專利或其他知識產權，彼可填寫一份關於聲稱侵犯知識產權的表格並電郵至dx.abuse@gmail.com。當商標持有人向賣方提出知識產權侵權申索時，賣方的物品將被立即下架。附有適當理由的書面通知將發送給其產品自DX.com移除的賣方。相關各方將有平等機會對該等指控作出回應。DX.com及其聯屬公司保留在單次侵犯他人權利時終止用戶賬戶以及終止使用DX.com的權利。多次侵犯他人版權、知識產權或其他合法權利的用戶賬戶可能會被終止。

Data Protection and Privacy

The Group collects data by means that are fair, legal and transparent. Collected data is stored in a manner that ensures security against unauthorized access, alteration or deletion, at a level commensurate with its sensitivity; it is only used if the data has demonstrable relevance to the particular use to which it is being put. To ensure security of data against inappropriate behaviour by staff and contractors, the Group also:

- (i) Provides training for staff in relation to privacy;
- (ii) Limits data access to those staff and contractors who have legitimate reasons to access it;
- (iii) Audits and trails of accesses including identities of staff and contractors accessing the data;
- (iv) Reminds staff and contractors from time to time about the importance of data privacy, and the consequence of inappropriate behaviour;
- (v) Declares appropriately strong sanctions to be applied in the event of inappropriate behaviour;
- (vi) Communicates policies and sanctions clearly; and
- (vii) Formulates processes to audit, investigate and impose sanctions.

Collected data is retained only when it is consistent with its purpose and will be destroyed when its purpose has expired. No material non-compliance regarding data protection and privacy as required by related laws and regulations had been noted during the Reporting Period.

Customer Communication

The Group undertakes to:

- a) Provide one or more channels for communications, which are convenient to users;
- b) Promptly provide acknowledgement of receipt of communications, including the provision of a copy of the communication, the date and time it was registered, and reference code for the communication; and
- c) Promptly provide a response to the communication, in an appropriate and meaningful manner.

資料保護及隱私

本集團以公平、合法及透明的方式收集數據。所收集的數據以與其敏感程度相應的方式存儲，確保安全，以防止未經授權的存取、更改或刪除；僅當數據與其所對應的特定用途具有明顯相關性時方會被使用。為確保數據安全，防止員工及承包商的不當行為，本集團亦：

- (i) 為員工提供有關隱私的培訓；
- (ii) 限制有合理原因的員工及承包商才能存取數據；
- (iii) 審查及追蹤數據存取紀錄，包括存取數據的員工及承包商的身份；
- (iv) 不時提醒員工及承包商關於數據隱私的重要性以及不當行為的後果；
- (v) 宣佈在發生不當行為情況下將會實施的適當的嚴厲處罰；
- (vi) 明確傳達政策及處罰；及
- (vii) 制定審計、調查及實施處罰的程序。

所收集資料僅於與其用途一致時保存，並將於完成用途後銷毀。於報告期間內，概無重大違反相關法律及法規所要求的資料保護及隱私的事件發生。

客戶溝通

本集團承諾：

- a) 提供一項或以上便捷的溝通渠道；
- b) 適時提供確認收到通訊的函件，包括提供通訊的副本、其記錄日期及時間以及通訊的參考編號；及
- c) 對通訊作出迅速妥善務實的回應。

Anti-corruption

The Group strictly complies with all applicable laws and regulations in relation to prevention of bribery and corruption, such as the Prevention of Bribery Ordinance, Chapter 201 of the Laws of Hong Kong, and is committed to restricting any type of illegal activities. Anti-corruption agreement is signed between users of DX.com and the Group. There was no concluded legal case regarding corrupt practices brought against the Group or its employees during the Reporting Period.

Community Investment

During the year ended 30 June 2018, the Group has not participated in any community investment activities. The Group is aware of the importance of giving back to the community and will consider participating in community investment activities in the next Reporting Period.

反貪污

本集團嚴格遵守所有與防止賄賂及貪污相關的適用法律及法規(如《防止賄賂條例》(香港法例第201章))，並致力禁止任何形式的非法活動。DX.com用戶與本集團已簽訂反貪污協議。於報告期間內，並無針對本集團或其僱員提起的已審結貪污相關法律案件。

社區投資

截至二零一八年六月三十日止年度，本集團並無參與任何社區投資活動。本集團意識到回饋社區的重要性，將於下一報告期間考慮參與社區投資活動。

